The Department of Psychiatry & Behavioral Sciences is a multi-division department within the UNM School of Medicine. We provide excellent, innovative education to residents, graduate and medical students, and health professionals; the highest quality mental health care to the citizens of New Mexico; and pursue outstanding multidisciplinary research that helps solve important health problems.

The Division of Community Behavioral Health (CBH), within the broader Department of Psychiatry, is seeking a self-motivated individual to join our dynamic multi-disciplinary team. The mission of CBH is to address behavioral health care disparities through: health services research and evaluation; training and workforce development; and through increasing access to quality behavioral health services that are holistic, cost-effective, and provided with respect to unique cultures and communities.

CBH is seeking a detail oriented, self-motivated Graduate Research Assistant (GRA) to serve as part of our program evaluation research team. This position requires an organized individual who demonstrates initiative and possesses excellent time management skills.

Under the supervision of Dr. Brady Horn and Caroline Bonham, the graduate assistant will be primarily responsible for the following:

- Data cleaning, management and analysis
- Communication with community partners and stakeholders (e.g., video/phone calls, emails and creating grant-specific documentation)
- Assist with project logistics and reporting
- Literature reviews and manuscript assistance (e.g., reviewing behavioral health and public economics literature, drafting and editing papers and other documents)
- Other job-related duties as assigned

MINIMUM JOB REQUIREMENTS:

Graduate level standing or advanced skills required to conduct data cleaning, management and analysis of large data sets

KNOWLEDGE, SKILLS, AND ABILITIES:

- Knowledge of MS Office applications, including Word, Excel, and PowerPoint
- Knowledge of statistical analysis applications
- Knowledge of qualitative analysis
- Classes and/or experience relevant to economic analysis of behavioral health conditions
- Coursework in Economics
- Experience working with large data sets
- Knowledge and skills to ensure security of data, maintenance of encrypted data, and secure transfer of data sets
- Additional skills or knowledge necessary for grant-funded program evaluation

To apply, please email current CV and cover letter to Caroline Bonham (cbonham@salud.unm.edu) and Brady Horn (bhorn@unm.edu)